



## **Request for City Council Committee Action from the Information Technology Department**

Date                      October 29, 2013

To:                        The Honorable Betsy Hodges, Chair, Ways and Means Committee

Subject:                Contract Amendment with N. Harris to Implement Special Assessments within the Govern System

Recommendation:    Authorize proper City officials to amend contract C00-15921(A) with N. Harris to increase the contract by \$43,725.

Prepared by            Elise Ebhardt, Interagency Coordinator, 612-673-2026

Submitted by          Beth Cousins \_\_\_\_\_, 673-2820  
   Deputy Chief Information Officer

Approved by          Paul Aasen \_\_\_\_\_  
   City Coordinator

Presenter in Committee                      Otto Doll

Policy Review Group                        X   Not Applicable

Permanent Review Committee (PRC)        X   Not Applicable

### **Prior Related Directives:**

- October 27, 2000: Approval to execute contract with Govern/SDI for Computer-Assisted Mass Appraisal software and implementation services in City Assessor's Office.
- October 20, 2006: Authorize appropriate City officials to execute an amendment to the License Agreement (C00-15921) with Govern Software, Inc. to include "License Supplement No. 2" for the Special Assessments System Replacement
- September 21, 2007: Authorize proper city officials to execute an amendment to the License Agreement (C00-15921) with Govern Software, Inc. to include "License Supplement No. 3" for the Assessor's CAMA/AA System.
- October 5, 2012: Authorize amendment to contract with N. Harris for maintenance and support of the Assessor's Office appraisal software, Govern, to extend contract to December 31, 2015, and increase contract amount by \$275,000 to cover years 2013-2015.
- May 24, 2013: Authorize amendment to contract C00-15921(A) with N. Harris to include professional services to complete the Govern database conversion from Oracle to SQL Service, and increase the contract amount by \$38,115.

**Financial Impact:** None. No additional appropriation is required.

**Financial Impact** (Check those that apply)

- ☒ No financial impact (If checked, go directly to Background/Supporting Information)
- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☒ Request provided to department's finance contact prior to the Committee Coordinator

**Background/Supporting Information**

City Council approved the execution of contract C00-15921 with MSGovern on October 27, 2000 as part of the Business Processing Reengineering Phase III Project in the Assessor's Office. The contract furnishes the City with appraisal software (known as Govern), implementation services, and support and maintenance. The contract has undergone a series of amendments over the years to furnish more licenses and software modules for the City's assessment processes. The current contract for the Govern system is with N. Harris; the total amount of the contract is \$1,440,800.71 and it expires on 12/31/15.

A project is in progress with Public Works to use the Govern software for their special assessments processes. The software that Public Works currently uses for special assessments needs to be replaced because it is not compatible with Windows 7 and will no longer be able to integrate with the Govern system once the Govern database is converted from Oracle to Microsoft SQL. The Special Assessment module is already part of the City's Govern system however additional professional services are needed to complete the full implementation for Public Works.

**Request for Approval**

IT requests authorization for proper City officials to amend contract C00-15921(A) with N. Harris to increase the contract by \$43,725 to implement the Special Assessments system in Govern for Public Works.

No additional appropriation is required. Funding for this increase to the N. Harris contract is included in the Public Works Department's existing budget.